

United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: August 7, 2003

REPLY TO
ATTN OF: CBFO:QA:DSM:GS:03-2525:UFC 2300.00

SUBJECT: Audit (A-03-25) of Hanford TRU Waste Characterization Activities Utilizing the Services of the Washington TRU Solutions LLC (WTS) Central Characterization Project (CCP)

TO: Mark French, DOE-RL

Please be advised that a team of auditors from the Carlsbad Field Office (CBFO) will conduct an audit of the Hanford Site TRU waste characterization program utilizing the services of the CCP at Hanford on September 8-12, 2003. The audit will be conducted in accordance with the enclosed revised audit plan. Representatives from the New Mexico Environmental Department (NMED), and the Environmental Evaluation Group (EEG) may be present or participate in this audit. Representatives of the U.S. Environmental Protection Agency (EPA) may be present to perform an independent inspection.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to the Hanford facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the audit, and provide the audit team with access to appropriate documentation and records.

The audit plan was revised because CCP will use the current technical processes at Fluor Hanford for the headspace gas sampling, and the visual examination of retrievably stored debris wastes. In addition, the audit plan identifies the audit team members as required by Section B6-3 of the Permit.

If you have any questions or comments concerning the audit, please contact me at (505) 234-7491.



Dennis S. Miehl
Quality Assurance Specialist

Attachment



030810



Mark French

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August 7, 2003

cc: w/attachment

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CBFO QA File

CBFO M&RC

CARLSBAD FIELD OFFICE REVISED AUDIT PLAN

Audit Number: A-03-25

Organization to be Audited: Hanford Site, Washington TRU Solutions,
Central Characterization Project (CCP) Services

Organizations to be notified: Hanford Site
Washington TRU Solutions
New Mexico Environment Department (NMED)
Environmental Protection Agency (EPA)
Environmental Evaluation Group (EEG)
Defense Nuclear Facilities Safety Board (DNFSB)

Date and Location: September 8-12, 2003
Hanford Site
Richland, Washington

Audit Team:	Steve Calvert	QA Manager, CTAC
	Annabelle Axinn	Team Leader, CTAC
	Earl Bradford	Auditor, CTAC
	Prissy Dugger	Auditor, CTAC
	Jim Schuetz	Auditor, CTAC
	Jack Walsh	Auditor, CTAC
	Jim Wilburn	Auditor, CTAC
	Dick Blauvelt	AK Technical Specialist, CTAC
	Karen Gaydosh	NDE (RTR) Technical Specialist, CTAC
	Patrick Kelly	NDA Technical Specialist, CTAC
	BJ Verret	HSG Technical Specialist, CTAC
	Melissa Rojo	Administrative Support, CTAC

Audit Scope:

The audit team will evaluate the adequacy, implementation, and effectiveness of the CCP technical and quality assurance activities contracted by the Hanford Site for characterization and certification of retrievably stored debris waste (S5000).

Governing Documents/Requirements:

The overall program adequacy and effectiveness of CCP/Fluor Hanford documents will be based on the current revisions of the following documents:

Quality Assurance Program Document (QAPD), DOE/CBFO-94-1012

Hazardous Waste Facility Permit Waste Isolation Pilot Plant EPA No. NM4890139088-TSDF by the New Mexico Environment Department

Contact-Handled Transuranic Waste Acceptance Criteria for the Waste Isolation Pilot Plant (WAC), DOE/WIPP-02-3122

Programmatic and technical Checklists will be developed from the active revisions of the following documents:

CCP Transuranic Waste Quality Assurance Characterization Project Plan (QAPjP), CCP-PO-001

CCP Transuranic Waste Certification Plan, CCP-PO-002

CCP/Fluor Hanford Interface Document, CCP-PO-007

Contract between Fluor Hanford and Washington TRU Solutions (Statement of Work)

Related CCP Quality Assurance and technical implementing procedures

Activities to be Audited:

The following CBFO quality assurance elements will be evaluated:

- Organization and Quality Assurance Program (Program Interfaces and Statement of Work)
- Nonconformances and Corrective Action
- Personnel Qualification and Training
- Documents & Records
- Work Processes
- Procurement
- Inspection and Testing (Control of M&TE)
- Audits/Assessments
- Software QA

The following CBFO Characterization technical elements will be evaluated:

- Data Validation & Verification
- Acceptable Knowledge (AK)
- Nondestructive Assay (NDA)
- NDE (RTR)
- Waste Certification (e.g., Waste Stream Profile Form)
- WIPP Waste Information System (WWIS)
- Performance Demonstration Program (PDP)
- Waste Analysis Plan (WAP), Section B6
- Sample Design

Schedule of Audit Activities:

A pre-audit conference is scheduled for Monday, September 8, 2003 at 4:00 p.m., at 2420 Stevens Center Drive, Room #153, in Richland, Washington.

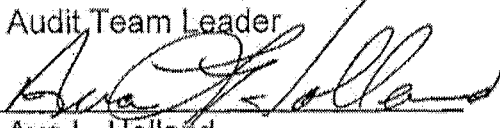
An audit team caucus will be held at 4:00 p.m. Tuesday through Thursday, at the Hanford Site, MO-287.

The audit team will meet with appropriate Fluor Hanford and CCP management at 8:30 a.m. Wednesday through Friday, at the Hanford Site, MO-287.

A post-audit conference is scheduled for Friday, September 12, 2003 at 4:00 p.m., at 2420 Stevens Center Drive, Room #153, in Richland, Washington.

Prepared by: 
Annabelle Axinn, CTAC
Audit Team Leader

Date: 8/6/03

Approved by: 
Ava L. Holland,
Quality Assurance Manager

Date: 8/7/03